



**MANSFIELD DOWNTOWN PARTNERSHIP, INC.**  
**Transportation Coordinator**

The Mansfield Downtown Partnership, Inc. is looking to fill a Transportation Coordinator position. This position will perform professional-level work managing the Nash-Zimmer Transportation Center and a variety of transit programs. Sample duties include: planning, overseeing, and implementing transit related programs such as the bicycle commuting program and regional bus service; supervising and scheduling staff; managing facility needs; managing contracts for service; preparing and monitoring revenue and expenditure budgets; working with the Mansfield Public Library to promote and enhance the Library Express (located in the Nash-Zimmer Transportation Center); assisting with various Partnership Board and Committee assignments; and general administrative duties.

Position is 30 hrs/wk. Hiring rate is \$18.74-\$20.67 per hour. At this time there are no employee benefits provided for this position. Candidates are required to have an associate's degree in transportation, public administration, business administration, or a related field. Supervisory, transit related, and customer service experience are highly desirable.

Interested applicants must submit an employment application at [www.mansfieldct.gov/jobapp](http://www.mansfieldct.gov/jobapp) and a letter of interest and resume detailing work, education, and training experiences to [HR@mansfieldct.org](mailto:HR@mansfieldct.org). Position is open until filled. EOE/AA